



JIM JONES  
Director

# County of Los Angeles INTERNAL SERVICES DEPARTMENT


1100 North Eastern Avenue  
Los Angeles, California 90063

Telephone: (323) 267-2101  
FAX: (323) 264-7135

*"To enrich lives through effective and caring service"*

June 9, 2014

To: Each Supervisor

From: Jim Jones   
Director

Subject: **KENNETH HAHN HALL OF ADMINISTRATION  
ROOF REPLACEMENT PROJECT – STATUS REPORT**

This is a follow-up memo to inform your Board on the progress of the roof replacement project, which is proceeding as planned and according to schedule. The following work was completed in May.

- Existing canopy roofing, including all flashing, was removed and abated as needed.
- New flashing, roof insulation and 1st two layers of roofing material was installed in all areas where roofing was removed to obtain a weather tight seal.

The first phase of the project is estimated to be 35% complete at this time and the impact to the overall schedule from rain or other factors was negligible. The following work is planned to be completed in June.

- The 3rd layer of roofing material will be installed on the penthouse and south center (includes Supervisor Molina's area) roofs.

If you require additional information, please contact me at (323) 267-2101, or your staff may contact Tim Braden at (323) 267-2107.

JJ:TB:

c: Executive Officer, Board of Supervisors  
Chief Executive Officer  
Deputy CEO